

Finance			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NFP	Commercial
Accounting for non-accountants & Treasurers' roles risks and responsibilities	½ day	Optional ZOOM & in person		9						6				\$50	\$299
Accounting for Non accountants	½ day	Optional					7								
Treasurers' roles risks and responsibilities	½ day							26						\$50	\$299
Personal Development			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NFP	Commercial
Mental Health First Aid Toolbox	4 hours	Dunedin		16			15		17			16		\$100	\$299
De-Escalation	3.5 hrs	Dunedin							10					\$50	\$290
Anxiety Management	2 hours	Optional			13										
Anger Management 101	2.5 hours	Optional						13							
Wellbeing. Te Whare Tapa Wha						11									
Leadership			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NFP	Commercial
Communication for managers and leaders	3 hours	Optional: Zoom & in person			21				18					\$50	\$299
Courageous conversations in the workplace	3 hours	Optional: Zoom & in person					7 & 22				20			\$50	\$299
Career Planning for managers & Leaders	3 hours	Optional: Zoom & in person	9 & 23											\$50	\$299
Essentials for managing staff part 1 & 2	½ day	Dunedin												\$50	\$210
Board & Committee Members			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NFP	Commercial
Governance and management	½ day	Dunedin		11				1						\$50	\$299
Governance and management	½ day	Alexandra												\$50	\$299
Meeting procedures	½ day	ZOOM			26									\$50	\$299
Strategic planning – the basics	½ day	Dunedin			11			11						\$50	\$299
Minute writing for Not-for-Profit Meetings	½ day	Optional ZOOM & in person		23			14			13				\$50	\$299
Risk Management Planning in Social services settings	2.5 hours	Optional													
Marketing			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NFP	Commercial
Social media part 1 + 2	2 x ½ day	Dunedin or ZOOM		4, 11		6, 13		15, 22		9, 16		11, 18		\$100	\$420